



# BEAVERTON URBAN REDEVELOPMENT AGENCY

## Budget Committee Meeting

Tuesday, June 4, 2013 ~ 6:00 p.m.

Beaverton City Hall  
1st Floor Conference Room  
4755 SW Griffith Drive

### AGENDA

#### **Call to Order and Roll Call**

BURA Chair Jerry Jones

#### **Visitor Comments**

#### **Approval of Minutes**

Minutes of BURA Budget Committee June 4, 2012

#### **Budget Committee Communications**

#### **New Business**

01-2013 Election of Central Beaverton Urban Redevelopment Agency Budget Committee Officers: Chair, Vice-Chair and Secretary

02-2013 Introduction of Proposed Central Beaverton Urban Redevelopment Agency FY2013-14 Budget:  
Don Mazziotti and Patrick O'Claire

#### **Adjournment**

#### **On the calendar**

June 25, 2013 BURA Board Meeting: Budget Hearing

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Pursuant to ORS 192.640, this agenda includes a list of the principle subjects anticipated to be considered at the above referenced meeting; however, the agenda does not limit the ability of the Beaverton Urban Redevelopment Agency to consider additional subjects. Meetings are subject to cancellation without notice. This meeting is open to the public and interested citizens are invited to attend. This is an open meeting under Oregon Revised Statutes, not a community forum; audience participation is at the discretion of the Beaverton Urban Redevelopment Agency. Anyone wishing to address the Agency will need to fill out a card and submit it to the City Recorder. The meeting will be audio taped; minutes of this and all public meetings are available for review at the Beaverton City Hall.



## Beaverton Urban Redevelopment Agency Budget Committee

June 4, 2012

BURA Chair Jerry Jones called the meeting to order at 6:01 p.m. at the Beaverton City Hall on June 4, 2012. BURA Budget Committee members attending the meeting were Paul Cohen, Suzanne Dawson, Inessa Vtiko, Marc San Soucie, Domonic Biggi, Scott Winter, Betty Bode, Cathy Stanton, Patricia Stranski, Jennifer Nye, Ian King, Jerry Jones, Jim McCreight and Bill Berg. Absent – Geoff Dougall. Mayor Denny Doyle and Cate Arnold (excused). Staff members attending the meeting were Don Mazziotti (Interim BURA Director and Community and Economic Development Director), Barb Fryer (BURA Project Manager and Senior Planner), Patrick O'Claire (BURA Treasurer and Finance Director) Bill Kirby (City Attorney and BURA legal counsel) and Dave Waffle (Assistant Finance Director).

### **Selection of Officers**

Jones opened the floor for nominations of Chair, Vice-Chair and Secretary. Bode, seconded by Jones nominated a slate of Bill Berg- chair, Domonic Biggi – vice chair and Suzanne Dawson – secretary. Motion by San Soucie, seconded by King to close nominations and cast a unanimous ballot – approved. Bill Berg chaired the remainder of the meeting.

### **Budget Committee Introduction**

Mazziotti described the role of the committee as BURA has recently resumed authority over the voter-approved Central Beaverton Urban Renewal Plan. He noted that the activities of BURA will be modest and the budget very lean in the next few years until the agency has sufficient tax increment for vigorous redevelopment programs.

### **Consideration of the FY 2012-13 BURA Budget**

O'Claire described the recommended budget of \$370,000 for FY 2012-13. The City Budget Committee asked that the financial support of BURA be in the form of a loan not a grant of \$100,000 for professional service expenses. The increment earned from property taxes (~\$270,000) would remain in contingency and carried forward as an ending fund balance for the following fiscal year. McCreight asked about loan terms and Stanton asked about the process for releasing the funds. O'Claire stated



that the City Council would set the terms of the loan and then offers it to BURA for consideration.

In response to a question from Berg about the need for \$100,000, Fryer noted that the Urban Renewal Advisory Committee wishes to pursue four activities in the coming year for which they require some outside assistance. The activities proposed are transportation analysis, storefront improvement program, tenant improvement program and a predevelopment assistance program. Jones asked of the consequences should BURA not desire a loan and O'Claire noted that they could use whatever increment is produced instead of building up the ending fund balance. In response to a question from Stanton, O'Claire noted that the valuation of the urban renewal district is yet to be determined. O'Claire noted that the staff functions in the coming year are an "in-kind" support from the City of Beaverton.

San Soucie questioned BURA's procedures for purchasing and procurement of services. The group discussed using the City's standard purchasing rules and asked that the BURA Board adopt the rules at a future meeting.

Berg opened the meeting for public comments and none was offered. Motion by McCreight, seconded by Nye to approve the FY 2013-13 BURA budget as presented and recommend it to the BURA Board. San Soucie offered an amendment to the motion to accept budget amendment #1 (loan from City of Beaverton), seconded by King and approved. The main motion, as amended, passed on a unanimous vote.

### **Adjournment**

Motion by King, seconded by Bode to adjourn, approved at 6:30 p.m.

Respectfully submitted,

Suzanne Dawson, Secretary





## Beaverton Urban Redevelopment Agency Budget Committee

**PROCEEDING:** NEW BUSINESS

**FOR AGENDA OF:** 06-04-2013

**BURA BILL NO:** 01-2013

**DATE SUBMITTED:** 05-29-2013

**BURA EXECUTIVE DIRECTOR:** 

**SUBJECT:** Election of Central Beaverton Urban Redevelopment Agency  
Budget Committee Officers

**CLEARANCES:** Legal Counsel   
Treasurer 

**EXHIBITS:** 1. List of BURA Budget  
Committee members

**RECOMMENDED ACTION:**

Staff recommends that the Beaverton Urban Redevelopment Agency (BURA) Budget Committee elect officers of Chair, Vice Chair and Secretary for the FY2013/2014 budget cycle overseeing the BURA budget proceedings.

**INFORMATION FOR CONSIDERATION:**

Exhibit 1 lists BURA Budget Committee Members for consideration of the three officer positions.

BURA BC Bill No: \_\_\_\_\_

**BEAVERTON URBAN REDEVELOPMENT AGENCY  
BUDGET COMMITTEE**

Denny Doyle  
Betty Bode  
Ian King  
Jerry Jones  
Doug Menke  
Domonic Biggi  
Paul Cohen  
Jennifer Nye  
Scott Winter

Catherine Arnold  
Mark Fagan  
Marc San Soucie  
Jim McCreight  
Bill Berg  
Todd Carpenter  
Suzanne Dawson  
Inessa Vitko



## Beaverton Urban Redevelopment Agency Budget Committee

**PROCEEDING:** NEW BUSINESS

**FOR AGENDA OF:** 06-04-2013

**DATE SUBMITTED:** 05-29-2013

**BURA BILL NO:** 02-2013

**BURA EXECUTIVE DIRECTOR:** 

**SUBJECT:** Proposed Central Beaverton Urban Redevelopment Agency  
FY2013/2014 Budget

**CLEARANCES:** Legal Counsel   
Treasurer 

**EXHIBITS:** 1. 2013/2014 Proposed  
BURA Budget

**RECOMMENDED ACTION:**

Staff recommends that the Beaverton Urban Redevelopment Agency Budget Committee approve and recommend approval of the proposed Central Beaverton Urban Redevelopment Agency's FY2013/2014 Budget to the Beaverton Urban Redevelopment Agency's Board.

**INFORMATION FOR CONSIDERATION:**

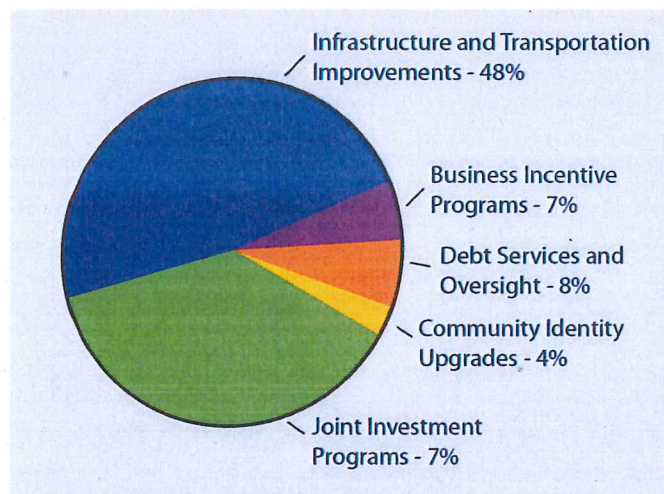
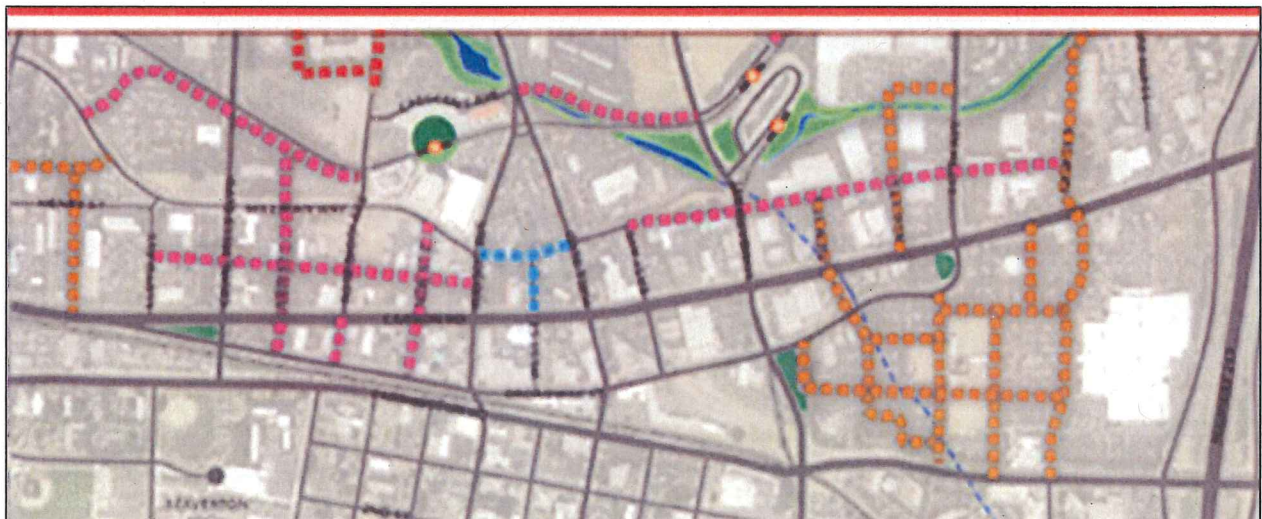
The proposed BURA budget consists of revenues of \$181,685, including a beginning working capital of \$81,195 and expected property tax of \$100,000. The budget does not include any expected professional services expenditures.

A public hearing for the proposed budget will be held with the BURA Board on Tuesday, June 25, 2013 at 5:30 p.m. in the City Council Chamber.

BURA BC Bill No: \_\_\_\_\_



# 2013-2014 Proposed Budget | Beaverton Oregon Beaverton Urban Redevelopment Agency *The City of Beaverton's Urban Renewal Agency*



### **Beaverton Urban Redevelopment Agency Budget Committee**

Denny Doyle  
Betty Bode  
Ian King  
Jerry Jones  
Doug Menke  
Domonic Biggi  
Paul Cohen  
Jennifer Nye  
Scott Winter

Catherine Arnold  
Mark Fagan  
Marc San Soucie  
Jim McCreight  
Bill Berg  
Todd Carpenter  
Suzanne Dawson  
Inessa Vitko

### **Beaverton Urban Redevelopment Agency Board**

Jerry Jones, Chair

Denny Doyle  
Betty Bode  
Ian King  
Jim McCreight

Catherine Arnold  
Mark Fagan  
Marc San Soucie  
Doug Menke

Interim Executive Director - Don Mazziotti

Community and Economic Development Director - Don Mazziotti

BURA Project Manager - Tyler Ryerson

Treasurer - Patrick O'Claire



Beaverton Urban Redevelopment Agency

City of Beaverton

PO Box 4755 4755 SW Griffith Drive  
[www.BeavertonOregon.gov/BURA](http://www.BeavertonOregon.gov/BURA)

Beaverton Oregon 97076-4755

## **FY 2013-2014 BUDGET TRANSMITTAL**

To the Citizens of Beaverton:

As the City's first interim Executive Director for the Beaverton Urban Redevelopment Agency, I am pleased to submit our second budget transmittal.

The Beaverton Urban Redevelopment Agency (BURA) is charged with invigorating the Central City including adjoining areas served with high capacity transit and freight access. BURA staff and Board Members are charged with implementing the Central Beaverton Urban Renewal Plan (Plan) approved by voters in November 2011. The primary source of funding is tax increment financing, with a secondary source of grant funding. When the voters approved the Plan, the assessed value of the district was set at a base value. Property taxes collected above the base value is called tax increment financing and is the primary source of funding to implement the Plan.

As I look behind at the Beaverton Community Vision and the Beaverton Civic Plan, I see the future of Beaverton just as clearly as our citizens have articulated it. It is with great caution that I hold the future Beaverton in my hands. Patience and perseverance are two key components to implementing a 30 year plan, such as the one adopted by Beaverton voters. Patience and perseverance will be necessary while waiting for the incremental increase in property values to accumulate to the point that bonds can be sold and thereby completing the plan on time (30 years) and within budget (up to \$150 million).

Into the second year, I envision continuing with modest aims as we continue the process of planning the details of the plan approved by the voters. The budget consists of:

### **Revenues:**

\$ 81,195	Beginning working capital
\$100,000	Property taxes
\$ 100	Prior year taxes
<u>\$ 390</u>	Investment earnings
\$181,685	Total resources

### **Expenditures:**

\$ 0	Professional services
<u>\$181,685</u>	Contingency
\$181,685	Total expenditures

Respectfully submitted,

Don Mazziotti, Interim Executive Director

City of Beaverton - Finance  
Budget Preparation - 2014

**BP WORKSHEET & JUSTIFICATION**

FUND: 901 BURA GENERAL FUND

DEPT: 03 REVENUE

PROGRAM: 0000

OBJ	2011 - ACTUAL		2012 - ACTUAL		2013 BUDGETED		2013	2014 - PROPOSED		2014 - RECOMD		2014 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
CLASS: 05 BEGINNING WORKING CAPITAL													
301 BEGINNING WORKING CAPITAL								81,195		81,195			
TOTAL CLASS: 05 BEGINNING WORKING CAPITAL								81,195		81,195			
CLASS: 10 TAXES													
306 INTEREST ON DELINQUENT TAXES													
311 PROPERTY TAXES - CURRENT YEAR					270,000		81,000	100,000		100,000			
312 PROPERTY TAXES - PRIOR YEARS'								100		100			
TOTAL CLASS: 10 TAXES					270,000		81,000	100,100		100,100			
CLASS: 15 INTERGOVERNMENTAL REVENUE													
329 OTHER INTERGOVERNMENTAL REV					100,000								
TOTAL CLASS: 15 INTERGOVERNMENTAL REVENUE					100,000								
CLASS: 35 MISCELLANEOUS REVENUES													
384 INVESTMENT INTEREST EARNINGS							195	390		390			
389 MISCELLANEOUS REVENUES													
TOTAL CLASS: 35 MISCELLANEOUS REVENUES							195	390		390			
TOTAL PROGRAM: 0000					370,000		81,195	181,685		181,685			
TOTAL DEPARTMENT: 03 REVENUE					370,000		81,195	181,685		181,685			

City of Beaverton - Finance  
Budget Preparation - 2014

**BP WORKSHEET & JUSTIFICATION**

FUND: 901 BURA GENERAL FUND

DEPT: 03 REVENUE

PROGRAM: 0000

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

301 BEGINNING WORKING CAPITAL

306 INTEREST ON DELINQUENT TAXES

311 PROPERTY TAXES - CURRENT YEAR

URBAN RENEWAL DISTRICT IS YIELDING ONLY A VERY LOW TAX INCREMENT IN EARLY YEARS

312 PROPERTY TAXES - PRIOR YEARS'

329 OTHER INTERGOVERNMENTAL REV

GENERAL FUND LOAN FOR THE URBAN RENEWAL DEVELOPMENT CONSULTANT  
SERVICES - NO REQUEST ANTICIPATED IN FY2013-14

384 INVESTMENT INTEREST EARNINGS

INTEREST EARNINGS IS BASED ON AVAILABLE CASH BALANCES AND INTEREST RATES:

FY 12-13 BUDGETED INTEREST EARNINGS ARE BASED UPON .40%

FY 12-13 ESTIMATED INTEREST EARNINGS ARE BASED UPON .40% AND UPDATED CASH BALANCES

FY 13-14 BUDGETED INTEREST EARNINGS ARE BASED UPON .35%

389 MISCELLANEOUS REVENUES

City of Beaverton - Finance  
Budget Preparation - 2014

**BP WORKSHEET & JUSTIFICATION**

FUND: 901 BURA GENERAL FUND

DEPT: 95 URBAN RENEWAL AGENCY

PROGRAM: 0691 BURA-ADMINISTRATION

OBJ	2011 - ACTUAL		2012 - ACTUAL		2013 BUDGETED		2013	2014 - PROPOSED		2014 - RECOMD		2014 ADOPTED	
	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE	EST AMT	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	FTE
CLASS: 10 MATERIALS & SERVICES													
511 PROFESSIONAL SERVICES					100,000								
TOTAL CLASS: 10 MATERIALS & SERVICES					100,000								
CLASS: 30 OTHER													
991 CONTINGENCY					270,000			181,685		181,685			
TOTAL CLASS: 30 OTHER					270,000			181,685		181,685			
TOTAL PROGRAM: 0691 BURA-ADMINISTRATION					370,000			181,685		181,685			
TOTAL DEPARTMENT: 95 URBAN RENEWAL AGENCY					370,000			181,685		181,685			
TOTAL FUND: 901 BURA GENERAL FUND					370,000			181,685		181,685			

City of Beaverton - Finance

Budget Preparation - 2014

FUND: 901 BURA GENERAL FUND

DEPT: 95 URBAN RENEWAL AGENCY

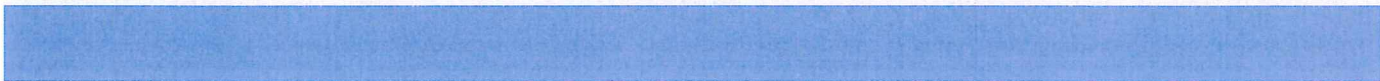
PROGRAM: 0691 BURA-ADMINISTRATION

## BP WORKSHEET & JUSTIFICATION

OBJ	OBJECT DESCRIPTION
	JUSTIFICATIONS

511 PROFESSIONAL SERVICES  
NO APPROPRIATION REQUESTED FOR FY 2013-14 IN ORDER TO BUILD FUND BALANCE

991 CONTINGENCY



**BEAVERTON URBAN REDEVELOPMENT AGENCY (BURA)**  
**CITY OF BEAVERTON, OREGON**  
**FISCAL YEAR 2013-14 BUDGET**  
**CURRENT LEVEL OF SERVICES**

<b>FUND: 901</b> BEAVERTON URBAN REDEVELOPMENT AGENCY - BURA	<b>DEPARTMENT:</b> COMMUNITY & ECONOMIC DEVELOPMENT
	<b>DEPARTMENT HEAD:</b> DON MAZZIOTTI

**Mission Statement:**

The Beaverton Urban Redevelopment Agency (BURA) mission is to direct and engage in rehabilitation and redevelopment activities necessary to protect the public, health and welfare of the City especially the vitality of the city's central business district.

REQUIREMENTS	FY 2010-11 ACTUAL	FY 2011-12 ACTUAL	FY 2012-13 BUDGETED	FY 2013-14 PROPOSED	FY 2013-14 ADOPTED
POSITION					
PERSONNEL SERVICES					
MATERIALS & SERVICES	\$0	\$0	\$100,000	\$0	\$0
CAPITAL OUTLAY					
TRANSFERS					
CONTINGENCY	0	0	270,000	181,685	0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$370,000</b>	<b>\$181,685</b>	<b>\$0</b>

Funding Sources:	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2013-14
Beginning Working Capital	\$0	\$0	\$0	\$81,195	\$0
Property Taxes	0	0	270,000	100,100	0
Intergovernmental Revenue	0	0	100,000	0	0
Miscellaneous Revenue	0	0	0	390	0

**Program Objectives (services provided):**

The Beaverton Urban Redevelopment Agency (BURA) plan identifies the following goals for the Central Beaverton Area:

- A. Inform, communicate and seek engagement for decision making to reflect community values and priorities
- B. Add value to our City by increasing property values through community investments that contribute to a healthy economy
- C. Support businesses of all sizes in creating and retaining jobs to attract a diverse local workforce
- D. Promote redevelopment that fits the character of the Beaverton Community Vision
- E. Expand the existing transportation system to promote a safe, interconnected walking, biking, transit and street network
- F. Increase housing in the urban renewal district
- G. Promote development of community, public arts and culture in the urban renewal district to provide destinations that support a vibrant center for the community

BEAVERTON URBAN REDEVELOPMENT AGENCY (BURA)  
CITY OF BEAVERTON, OREGON  
FISCAL YEAR 2013-14 BUDGET

<b>FUND: 901</b> <b>BEAVERTON URBAN REDEVELOPMENT</b> <b>AGENCY - BURA</b>	<b>DEPARTMENT:</b> <b>COMMUNITY &amp; ECONOMIC</b> <b>DEVELOPMENT</b>
	<b>DEPARTMENT HEAD:</b> <b>DON MAZZIOTTI</b>

BURA has a significant role in the Beaverton Community Vision Plan as illustrated in the action plans for each fiscal year:

- *Community Action # 4: Involve People in Community Decision Making*
- *Community Action # 10: Design Neighborhoods with Citizens*
- *Community Action # 12: Promote Public Places*
- *Community Action # 24: Establish Downtown Districts*
- *Community Action # 28: Redevelopment Incentives*
- *Community Action # 29: Address Parking Needs*
- *Community Action # 36: Connect Downtown with Neighborhoods*
- *Community Action # 37: Improve Downtown Walkability*
- *Community Action # 93: Central City Redevelopment Program*

FY 2012-13 was the first operational year for the Central Beaverton Urban Renewal Plan under the direction of the Beaverton Urban Redevelopment Agency. This initial year's modest aims were severely restricted by the low tax increment generated above the base value in the district. Therefore, BURA did not execute the loan from the City as planned.

**Progress on FY 2012-13 Action Plan:**

- Approved Capital Improvement Program Priorities
- Received technical assistance grant from EPA
- Researched Predevelopment Assistance Program, Create Storefront Improvement Program and Create Tenant Improvement Program

**FY 2013-14 Action Plan:**

- Monitor impact of low tax increment on district's performance
- Complete research and design programs outlined in Central Beaverton Urban Renewal Plan
- Pursue state and Federal funding to accomplish BURA plan goals

**Performance Measures:**

To be determined